

MOVING IN **GUIDELINES**



**TUDOR
PLACE**

PRIMA\VIDAE



WELCOME TO TUDOR PLACE FOR THE 2022-2023 ACADEMIC YEAR

Hi.

We are really looking forward to welcoming you to Tudor Place. Just to ensure you have all the information you need before you move in, we have put together some helpful guidelines.

On the dedicated move in weekend at Tudor Place, our staff members will be available to issue keys and show you to your new home between 9am - 6pm.

Don't worry if you are not able to move in on the dedicated 'move in weekend', you can still pick up your keys during the week between 9am - 6pm. Please contact the helpful on-site team to make an appointment to collect your keys.

GENERAL INFORMATION

Travelling

If you need advice on how to get to your accommodation, or help with the closest car park then please contact tudorplace@collegiate-ac.com and the accommodation team will be able to help.

The following travel times are approximate.

Liverpool Airport - 40 minute drive/taxi or 1 hour 45 on public transport

Manchester Airport - 40 minute drive/taxi or 1 hour 45 on public transport

Car Parking

There are no parking places at Tudor Place. However, there are local pay and display car park options nearby, such as:

- Garden Lane Car Park
- Delamere Street Car Park

Covid secure promise

Collegiate are committed to creating the most safe and secure environment possible that you can be proud to call home.

As a result, we have made some positive changes to our check-in process, as well as how the site operates, so that you can feel happy and secure in your new home.

Checking in

Prior to check-in

To make your check-in process as smooth as possible, you will be required to complete the following on your Collegiate Portal:

- Sign your Tenancy Agreement
- Send copies of student identification documents
- Pay your rent amount as per your contract
- Read and sign your Welcome Information

Allocated check-in slots

Next you will be able to book a check-in slot on a first-come first-served basis.

Check-in at your accommodation

On the date and time of your check-in slot you will be guided by your friendly site team to the check-in desk where you will be given your keys to check in to your new home.

Designated Service Stations

If you have any questions during your check-in day please head straight to reception where our on site team will be on hand to answer any questions.



YOUR HOME

Enhanced cleaning

We have enhanced our thorough cleaning protocols even further to keep your new home Covid secure. The accommodation site will be fully sanitised before check-in and high traffic areas such as stairwells, lifts and communal areas will be given extra attention.

Communal areas

We are pleased to announce that all communal areas will be open!

Hand sanitising facilities

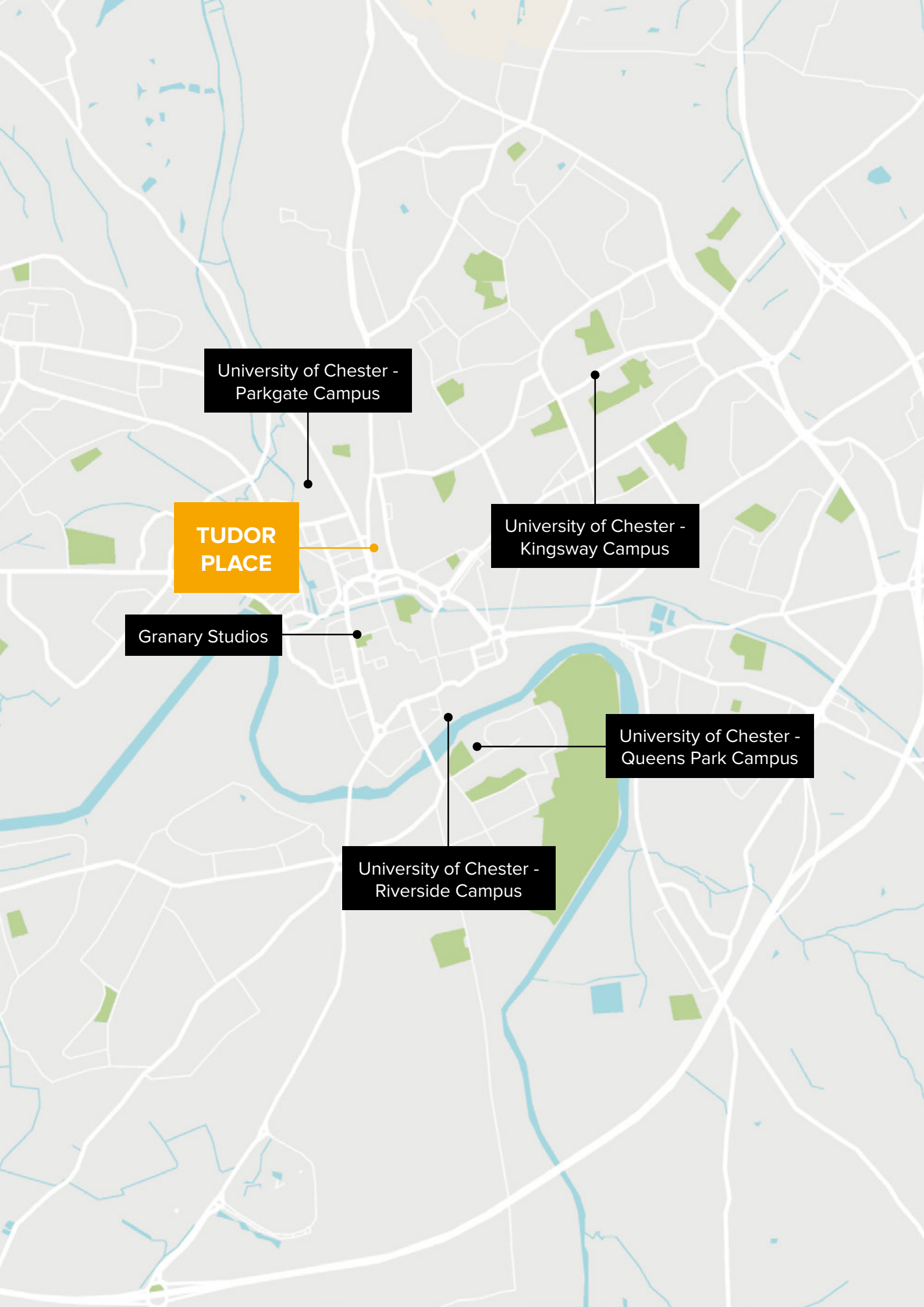
Automatic hand sanitising stations will be located around the site for you to use.

Mail

Letters will be delivered through the letterbox in your main door unless marked Private and Confidential. Private letters will be kept at reception for you to collect. Any larger mail/parcels will be stored behind the reception. If your parcels need signing for, a member of the accommodation team will be happy to do this. Please ensure to put your room number down as well as your full name in English.

Please note, Collegiate do not take any responsibility for your parcels.





University of Chester -
Parkgate Campus

**TUDOR
PLACE**

University of Chester -
Kingsway Campus

Granary Studios

University of Chester -
Queens Park Campus

University of Chester -
Riverside Campus



OUR STAFF

Training

We exceed the industry standard for training. Our accommodation staff are fully ANUK trained and have undertaken specific Covid-19 awareness training.

Wellness

At Collegiate we take a holistic approach to your wellness and our accommodation teams are here to fully support you and help you to settle into your new home.

Our Accommodation Managers and Assistant Managers are fully Mental Health First Aid trained by MHFAE and we have strong links with the University in our city. There will always be somebody on hand to support you.

Making new friends & building a community

We have lots of exciting events planned for your arrival weeks and throughout the academic year.

These are designed to help you make new friends and build a friendly supportive community within your new home.

Student Experience

We have student experience programmes in place which will give you plenty of opportunities to meet and make friends with your neighbours.

Whether you're in a studio or in a shared flat, you can rest assured that you and your new friends will be able to hang out together in your beautiful new home and take part in all the activities we have planned.

We are looking forward to a great new academic year ahead and cannot wait to welcome you to your new home.

MOVING IN REQUIREMENTS

Please ensure that, before you move in, you have completed the following:

- Paid your first rental instalment, or full rent if applicable. Please be aware, no keys will be issued to you if rent has not been paid.
- Provided x1 photo ID and x1 proof of address, for yourself and your guarantor if applicable. x2 passport photos and x1 proof of student status.

If you have not done this prior to move in, you **MUST** bring all these with you on the day of your arrival. Without complete documentation, you will not be able to move in.

No keys will be issued if a resident has not completed any of the above requirements.

PLEASE ALSO BE AWARE WE ARE UNABLE TO ACCEPT ANY CASH PAYMENTS

Should you need to complete an international bank transfer, let the team know; tudorplace@collegiate-ac.com, and we will forward you the relevant details.

What to bring

What to bring to help you settle into your new home:

Bedroom	Kitchen	Bathroom
Desk lamp	Pots and pans	Towels
Duvet and duvet cover*	Tea towels	Toilet roll
Clothes hangers	Cutlery	Soap and toiletries
Sheets*	Plates and bowls	Basic first aid kit (just in case)
Push pins (notice board)	Cups and drinking glasses	Washing tablets (in drum)
Pillow and pillow cases	Tin/Bottle opener	
Laundry basket	Cleaning products	
Photos of family and friends	Food to keep you going	
	Kettle and toaster	

* Please ask the accommodation team if you are unsure of sizes

Please note, in shared kitchens it will not be essential for every flat member to bring each of the kitchen items with them. Please speak to the accommodation team if you are unsure.

When you need your own space to work or claim a moment of calm, your private apartment has it all. Every room is bright, luxuriously fitted and finished to exacting standards. 24/7 broadband and Wi-Fi keeps you connected and our accommodation teams are always on hand. There's also superior security with CCTV.



IF YOU NEED US

If you have any further queries please do not hesitate to contact us - you can send us an email at **tudorplace@collegiate-ac.com**

You may also join the 2022/2023 Residents Facebook group. Here you will be kept up to date with all the events and weekly notices about anything important.

Search '**Collegiate Tudor Place Community 22/23**'.



FIRST CLASS REDEFINED

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